

Subject: RE: CCA - March Intercompany Activity
From: Joan Noble </O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=FE57A613BB434CEEAA54C9046842317D-JNOBLE>
Date: 05/10/2017 02:32 PM
To: Marcus Lieber <Marcus.Lieber@armaninoLLP.com>, Lena Mulhall <lmulhall@ccala.org>
CC: Blake Oliver <Blake.Oliver@armaninoLLP.com>

Hi Marcus,

Office Water Pros is an auto payment via credit card and should have reflected on the statement.

Lena- Can you please confirm if we were charged or not by Office Water Pros in March and April?

Thank you,

Joan

From: Marcus Lieber [mailto:Marcus.Lieber@armaninoLLP.com]
Sent: Wednesday, May 10, 2017 2:02 PM
To: Joan Noble <jnoble@downtownla.com>; Blake Oliver <Blake.Oliver@armaninoLLP.com>
Subject: RE: CCA - March Intercompany Activity

Hi Joan,

Attached is a revised transaction report for March.

Please note that we have no record of payments to Office Water Pros in March or April.

Thank you,

Marcus Lieber
Supervising Senior
Business Management

Armanino^{LLP}
11766 Wilshire Blvd., Ninth Floor | Los Angeles, CA 90025
(310) 478-4148 x5794 main | (310) 703-1227 fax

From: Joan Noble [mailto:jnoble@downtownla.com]
Sent: Tuesday, May 9, 2017 11:19 AM
To: Marcus Lieber <Marcus.Lieber@armaninoLLP.com>; Blake Oliver <Blake.Oliver@armaninoLLP.com>
Cc: Suzanne Holley <sholley@downtownla.com>
Subject: RE: CCA - March Intercompany Activity

Hi Marcus,

Thank you for sending the intercompany entries for March. However, I noticed a few entries that were missing and were unusual.

1. Canon Solutions- \$994.10 & \$995.70
 - There were two entries on this. DCBID is normally only billed once a month for this vendor. Can you please double check these entries?
2. Office Water Pros- I do not see any entry for this. Allocation should be DCBID- 75% and CCA 25%
3. Golden boy- No entry on this.
4. Payroll- 03/15/17 - \$3,130.82 & Payroll- 03/31/17 - \$3130.82.
 - To my understanding, everybody in CCA is 100% CCA as of March. Can you please check for which employees are these entries for?

RE: CCA - March Intercompany Activity

I am also attaching the template for the intercompany billing. You can use the 1st tab (CCA tab). Please let me know if you have any questions.

Best,

Joan Noble
Staff Accountant



Downtown Center Business Improvement District
626 Wilshire Blvd., Suite 200 | Los Angeles, CA 90017
Call: 213-416-7516 | Fax: 213-624-0858
Web: DowntownLA.com

From: Marcus Lieber [<mailto:Marcus.Lieber@armaninoLLP.com>]
Sent: Monday, May 08, 2017 6:53 PM
To: Joan Noble <jnoble@downtownla.com>; Blake Oliver <Blake.Oliver@armaninoLLP.com>
Subject: CCA - March Intercompany Activity

Joan & Blake,

Attached is the Account Transactions report, detailing intercompany activity for March.

Thanks,

Marcus Lieber
Supervising Senior
Business Management

Armanino^{LLP}
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RE: CCA - March Intercompany Activity



—Attachments:

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